



COMMISSIONERS COURT
COMMUNICATION

REFERENCE NUMBER

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DATE: 10/03/2017

SUBJECT: **RFP NO. 2017-109 - MICROSOFT PROJECT ONLINE IMPLEMENTATION SERVICES - INFORMATION TECHNOLOGY - EPM SOLUTIONS, LLC - \$100,000.00**

COMMISSIONERS COURT ACTION REQUESTED:

It is requested that the Commissioners Court award RFP No. 2017-109, Microsoft Project Online Implementation Services, for Information Technology, to EPM Solutions, LLC for \$100,000.00 and approve contract.

BACKGROUND:

Notice of the County's intent to bid was advertised in local newspapers, as required by State statute, and posted on the Internet, the Arlington Black Chamber of Commerce, the Fort Worth Hispanic Chamber of Commerce, the Fort Worth Metropolitan Black Chamber of Commerce, and the Tarrant County Asian American Chamber of Commerce. One thousand one hundred forty-eight (1,148) vendors were contacted and requested to participate in this proposal process. All documents pertaining to this RFP were posted on the Tarrant County website and were downloaded by interested parties. A pre-proposal conference held on May 17, 2017, was attended by five (5) vendors as well as representatives from Information Technology and Purchasing. Five (5) proposals were received.

Proposals were evaluated by Information Technology and Purchasing representatives. Evaluations were based upon the criteria and processes set forth in the RFP. The proposal received from Wicresoft Co., Ltd was deemed non-responsive due to failing to include both Addenda. The proposal received from EPM Solutions, LLC meets all specifications and is acceptable to Information Technology.

The term of the contract is effective October 3, 2017 through September 30, 2018, with two (2) options for renewal periods of twelve (12) months each.

Therefore, it is the joint recommendation of Information Technology and Purchasing that RFP No. 2017-109, Microsoft Project Online Implementation Services, be awarded to EPM Solutions, LLC at the per contract terms.

The contract is attached for approval and signature. The Criminal District Attorney's Office reviewed this contract as to form.

SUBMITTED BY: Purchasing

PREPARED BY: Chris Lax, CPSM

APPROVED BY:



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FISCAL IMPACT:

Original term expenses of \$100,000.00 is available in account 569011/10000-2018/1810220000.

Funding for Managed Service/Product Support and optional licenses will be requested as needed post-implementation based on the unit rates established in the contracts.